

# DAVENHAM PARISH COUNCIL

**Minutes of the Parish Council Meeting held on 29<sup>th</sup> April 2013  
at Davenham Methodist Church Hall  
Public Open Forum 7.15 p.m.  
Council Meeting 7.30 p.m.**

**Present:** Cllr Sellers (Chairman)  
Cllr Armstrong (Vice-Chairman)  
Cllr Duff  
Cllr Robinson  
Cllr Wilson  
Cllr Wood

Mrs J Donnellan (minute taker)

**Apologies:** Cllr Ravenscroft

## **Public Open Forum**

None from the public present.

Cllr Armstrong reported on a discussion with PCSO Kat Stock:

- PCSO Stock agreed to organise a meeting with the Neighbourhood Watch.
- A resident in Green Avenue has raised concerns about non-residents using the cul de sac to park cars in while going for walks. Cllr Wilson suggested the use of residents parking permits. PCSO Stock has agreed to talk to the resident. Cllr Armstrong will follow this up.

**AP1**

## **130429.1 Apologies and Declarations of Interest**

- a. Apologies were received from Cllr Ravenscroft.
- b. Cllr Wood declared an interest in Agenda item 3a. (Travel and parking expenses).

## **130429.2 Approval of Minutes**

a. Cllr Robinson asked for one amendment to be noted on the minutes of the Parish Council meeting held on 25th February 2013.

- Item 5b. Rain had delayed surfacing under the tables at the playing fields.

The minutes were proposed by Cllr Armstrong, seconded by Cllr Wilson and were signed as a true record by the Chairman.

b. There were four amendments to be noted on the minutes of the Parish Council meeting held on 25th March 2013:

- Item 4c. There were 28 public attendees at the Neighbourhood Plan Working Group meeting.
- Item 5b. Cllr Wood pointed out that the tops of the original seats were repairable but the bases were ok, and he did not agree with the replacement.

- Item 5b. The Tree surgeon will contact CWAC to request removal of trees because they are in a conservation area.
- Item 5d. Cllr Wood expressed concern that the Laburnum Road pathway now needs attention to the weeds.
- Item 10B. The advertisement placed on the CWAC website was for the appointment of a new Clerk.

The minutes were proposed by Cllr Duff, seconded by Cllr Armstrong and were signed as a true record by the Chairman.

c. There was no report from the Clerk due to a new appointment pending.

### **130429.3 Finance and Administration**

a. The Financial report dated 29<sup>th</sup> April 2013 was approved. The payments from the meeting held on 25<sup>th</sup> March 2013 were approved as:

- Clerk's March salary - £555.83
- Clerk £496 (back pay and Honorarium)
- British Legion (hire of hall) £20.00
- Suddenstrike (catching moles) £214.20
- Play Inspection and Maintenance Services (Laburnum & Butchers Stile, plaque & gate repair) £114.00
- Mrs N Clarke (Feb minute taking 5 hours) £42.75

These were proposed by Cllr Wood and seconded by Cllr Armstrong. All were in favour.

April payments were confirmed as:

- Temporary Clerk March minutes £42.75 N Clarke (5 hours at £8.55)
- Clerk handover post contract end £40 (4 x £10)
- Playdale. Two Invoices payable for £915.46 and £751.27, both incl VAT. NOMOW 100 extreme
- 1&1 website 07/04/13 to 07/07/13 £35.96
- Cllr Wood £23 travel and parking expenses in Chester.
- Retrospective payment to CWAC of approximately £1000 plus VAT for grass cutting in 2012/13.

These were proposed by Cllr Duff and seconded by Cllr Armstrong. Cllr Wood made a declaration of interest. All others were in favour.

b. Cllr Armstrong has signed the PCSO renewal contract.

c. Claim for grants from Cllr Sinar and Cllr Watson. Cllr Wilson has received payment of £1500 from CWAC Cllr Watson. CWAC Cllr Sinar is expecting a form for £1000 relating to the development work on Butchers Style. Cllr Wilson will complete this form. **AP2**

d. Standing Orders. Cllr Wood stressed that it is important that the Parish Council should closely adhere to the Standing Orders and asked all present to familiarise themselves with the correct procedures. Cllr Sellers agreed that this was a useful reminder. Cllr Sellers also noted that the address of the former Clerk, Phil Sanders, has now been taken off Parish Council documents. **AP3**

e. Newsletter. Cllr Duff has written to local clubs asking for information for the next Newsletter. All Councillors' should submit any articles for the next Newsletter to Cllr Duff by 27<sup>th</sup> May. **AP4**

### **130429.4 Planning and Highway Matters**

a. Update from CWAC Planning Committee on 18/4/13. Cllrs Wood and Robinson attended. The Moulton Planning Application Ref: 12/05668/OUT was deferred because the Planning Officer had spoken to the Education Dept. about the feasibility of an extension to Moulton School. Cllr Wood gave a presentation to the Planning Committee regarding the

Crematorium Application Ref 12/05365/FUL. The application was approved, however the Planning Officer pointed out that due to its scale, the National Planning Casework Unit has 3 weeks to make a decision. We will await their response.

**b. Applications received for Consultation**

- Land adjacent to 51a Church Street, erection of two dwellings. Cllr Wood will send a copy of the letter to Cllr Sellers and the Clerk. **AP5**

**c. CWAC Planning Decisions**

- 20 Raleigh Ave Davenham. Single storey extension – permission granted.

**d. Planning Applications advised but not yet received from CWAC:**

- 1) **APPLICATION NUMBER:** 13/01715/FUL      **DATE:** 19 April 2013  
**PLANNING OFFICER:** Mr Phil Davies  
**PROPOSAL:** Single storey rear extension at first floor level.  
**LOCATION:** 16 Fairholme Road, Davenham, Northwich, Cheshire.
- 2) **APPLICATION NUMBER:** 13/01576/LBC      **DATE:** 24 April 2013  
**PLANNING OFFICER:** Ms Liza Woodray  
**PROPOSAL:** Replace glass roof of conservatory with slate roof  
**LOCATION:** The Barns Dementia Unit, Davenham Hall, London Road, Davenham.
- 3) **APPLICATION NUMBER:** 13/01442/FUL      **DATE:** 24 April 2013  
**PLANNING OFFICER:** Ms Liza Woodray  
**PROPOSAL:** Replace glass roof of conservatory with slate roof  
**LOCATION:** The Barns Dementia Unit Davenham Hall, London Road, Davenham.

**e. Report from the Neighbourhood Plan Working Group.** Submissions were received from the Work Stream Leaders. The group is short of 1 person. Cllr Armstrong will organise a meeting and pull together submissions. **AP6**

**130429.5 Playing Fields, Pathways and Gardens**

**a.** Cllr Robinson reported that no NoMow artificial grass has now been laid under the picnic tables at the Laburnum Playing Field.

**b. Pathways, Playing Fields and Gardens Working Group.**

- Cllr Wilson asked that grass cutting and general maintenance be carried forward to the next meeting. Cllr Sellers has asked John Price to remain as current provider until we give him notice, and to attend to weeding of paths.
- A quote has been accepted from The Old Vicarage Tree Surgery for £720 incl VAT. This was proposed by Cllr Wood and seconded by Cllr Wilson. Cllr Sellers noted that there is a debate with CWAC regarding ownership of the trees.
- The Cricket Club are paying for the pruning of trees at the grounds. Cllr Robinson raised concerns about the qualifications of the Tenderer. He will raise this, plus the question of public liability insurance, with the Cricket club. **AP7**

**c.** No progress has been made on hedging/fencing between Mount Pleasant Road and Butchers Style Playing Field, due to the absence of a Clerk.

**d. 2013 Carnival.** Cllr Duff reported that the Carnival Committee had proposed date of Saturday 15th June for the Carnival. There are no plans for a procession this year due to a change in funding and Cllr Duff asked the committee to keep DPC informed of developments and proposals. The Carnival date was agreed by all Councillors.

### **130429.6 Correspondence**

1. Email from Davenham Bowling Club requesting permission to use the hard standing on 18<sup>th</sup> & 19<sup>th</sup> May. This was proposed by Cllr Wilson and seconded by Cllr Armstrong. Cllr Sellers will email approval. **AP8**
2. Email from Cheshire Constabulary Community Engagement Manager. No action.
3. Email from Davenham JFC requesting a key to the gate at Laburnum Fields. Cllr Robinson raised concerns over permissions. Cllr Duff proposed that the principles should be discussed at the next meeting. The Clerk will check if there are signed agreements and who currently holds keys to the field. **AP9**
4. Cllr Duff has passed on a request for a Tombola stall from Winsford E-ACT Academy, to the Carnival Committee.
5. Letter from a resident. The matter has not been progressed due to the absence of a Clerk. Cllr Sellers proposed that a fence is discussed at a future meeting. Cllr Sellers will write to the neighbour. **AP10**
6. Email from a resident about yellow lines. Cllr Sellers has not yet had the opportunity to respond. **AP11**
7. Request to be involved with the Neighbourhood Plan. To be discussed at the next Neighbourhood Plan Working Group meeting.
8. Letter from the British Legion about the deterioration of the War Memorial. Cllr Sellers will write back to ask for their suggestions on how to proceed. The Clerk will contact CWAC regarding ownership of the garden. **AP12 & AP13**
9. A letter has been received from Mr R Pickthall about his pathway. Cllr Sellers will respond. **AP14**
10. A letter has been received from Mr R Pickthall about access. The content was noted.

### **130429.7 To consider any other urgent matters to be brought to the attention of the Council.**

There were none.

**130429.8 Confirmation of Date of Next Meeting - Monday 3<sup>rd</sup> June 2013, the AGM and Annual Parish Meeting.** This meeting could not be held on Monday 27<sup>th</sup> May due to the Bank Holiday.

**130429.9 This section of the meeting closed at 9.37 p.m.**

Signed / Dated  
Chairman of the Council

**130429.10 The meeting moved to Part B**